

MyEyedro USER GUIDE

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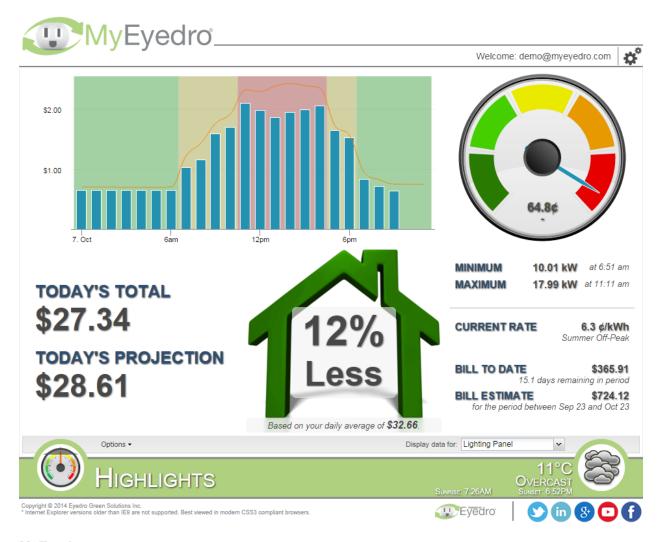
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INTRODUCTION

The first step to reducing your electric utility bill is to understand where all the electricity is going. Actually seeing when electricity is being used and which appliances are responsible is the key to **actionable cost savings**.



MyEyedro is a cloud service that improves on the existing real-time electricity monitoring service by Eyedro Green Solutions Inc. It provides users of different (home and business) electricity monitors a portal to view and track your day-to-day electricity usage. Check your real-time consumption and costs, review historical data, challenge your friends, and much more.

MyEyedro has been designed to be compatible with today's most popular internet browsers: Chrome, Safari, Firefox, Internet Explorer (v9+), and Opera.

All instructions in this manual require a personal computer with internet access. Instructions will assume that your computer is turned on and you have used your web browser to go to: https://myeyedro.com to create and/or access your account.

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MYEYEDRO.COM IS INTENDED TO BE USED TO PROVIDE VISIBILITY AND INCREASE AWARENESS OF ELECTRICITY CONSUMPTION WITHIN THE BUILDING AND AS AN ADDITIONAL RESOURCE TO APPROXIMATE UTILITY COSTS. IT IS NOT INTENDED TO REPLACE THE UTILITY BILL NOR IS ANY HARDWARE ASSOCIATED WITH YOUR ACCOUNT INTENDED TO REPLACE THE ELECTRICITY METER FOR THE BUILDING – UNLESS OTHERWISE EXPLICITLY STATED.

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ACCOUNT ACCESS

CREATING A MYEYEDRO USER ACCOUNT



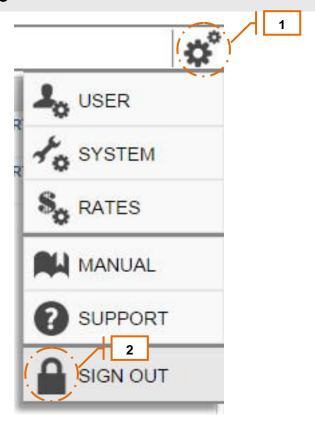
- 1. Go to MyEyedro.com and click on the Sign up now link OR go directly to MyEyedro.com/SignUp
- 2. Create a new user account:
 - a. Enter a valid Email address.
 - NOTE: the email address entered here will become your MyEyedro user account.
 - b. Confirm Email address.
 - c. Enter a Password.
 - d. Confirm Password.
 - e. **Optionally**, select the **Remember me** option and your credentials will be stored as a cookie in your browser for future sessions.
 - f. Click Create my account.
 - **NOTE**: By creating a MyEyedro user account you are agreeing to the Terms of Use and Privacy Policy.
- On successful completion, a welcome message will appear and you will be automatically signed in to your new user account. A welcome email will also be sent to the email specified in the user account.

SIGN IN TO MYEYEDRO



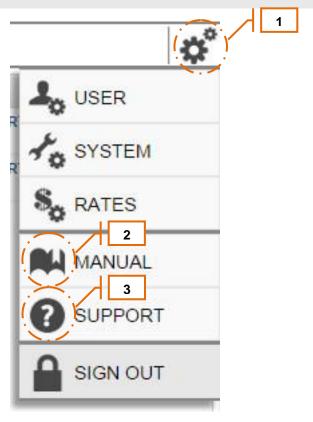
- 1. Go to MyEyedro.com.
- 2. Enter your account credentials:
 - a. Enter your Email address
 - b. Enter your Password
 - c. Click Sign In
 - d. **Optionally**, select the **Remember Me** option and your credentials will be stored as a cookie in your browser for future sessions.
 - e. **Optionally**, select the **Forgot password** link to have a temporary password assigned and emailed to your user account email address.
- **NOTE:** A user account must have been successfully created, following the instructions outlined in this manual, before you will be able to sign in to MyEyedro.com

SIGN OUT OF MYEYEDRO



- 1. From within the MyEyedro client, hover over the **configuration button** (gears in the top right corner) to display the configuration menu.
- 2. Click Sign Out.
- NOTE: You will automatically be signed out of your account when you close your browser or after several hours of inactivity

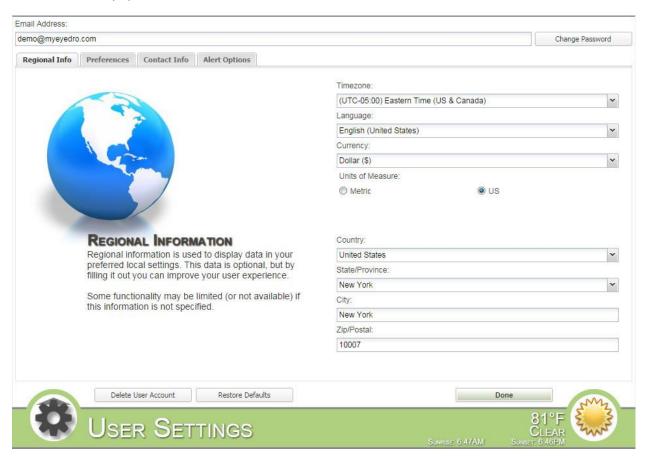
ACCESSING HELP AND SUPPORT



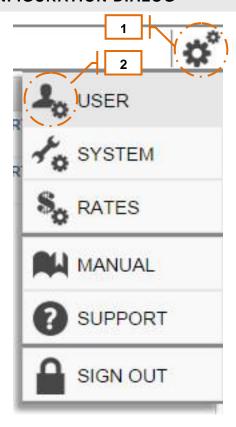
- 1. From within the MyEyedro client, hover over the **configuration button** (gears in the top right corner) to display the configuration menu.
- 2. To access the user manual (this document), click **Manual**. A new tab will open in your browser and the user manual will be displayed.
- 3. To access the support website, click **Support**. A new tab will open in your browser and you will be directed to the support website.

USER CONFIGURATION

The User Configuration page manages personal information for your user account that is used by the MyEyedro client software. Most information in this page is optional but some is required for certain features of the MyEyedro client.



TO OPEN THE USER CONFIGURATION DIALOG



- 1. From within the MyEyedro client, hover over the **configuration button** (gears in the top right corner) to display the configuration menu.
- 2. Click on the **User** button.

- 1. From within User Configuration screen, click on the **Change Password** button in the top right corner.
- 2. Change your password:
 - a. Enter your New Password in the appropriate field.
 - b. Confirm New Password in the appropriate filed.
 - c. Click Save to finalize the change
- 3. Upon successful completion, you will be signed out of the MyEydro client and redirected back to the sign in page.
- NOTE: You will receive an email indicating that the password has been changed on your user account

USER INFORMATION

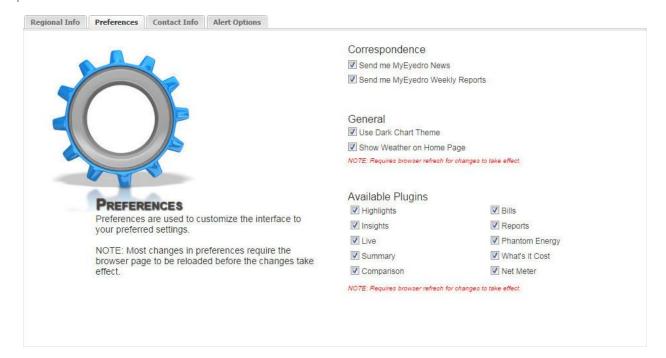
REGIONAL INFO TAB



Field	Required	How It's Used
Time zone	Yes	Time zone is used to ensure all readings are correctly converted from UTC time to a user's local time zone.
Language	Yes	Language is used to select the language of the displayed text on the user interface. Defaults to English
Currency	Yes	Currency is used to select the currency symbol used to display all cost information in the user interface. Defaults to Dollar (\$).
Units of Measure	Yes	Units of Measure are used to select the units used to display temperature and weight values in the user interface. Defaults to Metric.
Country	No	Country is not currently required.
State/Province	No	State/Province is not currently required.
City	No	City is not currently required.
Zip/Postal	No	Zip/Postal is not currently required.

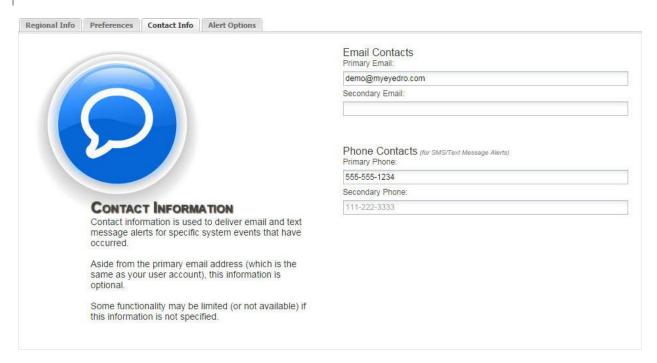
NOTE: Weather information cannot be displayed in the MyEyedro client if Regional information is not provided.

PREFERENCES TAB



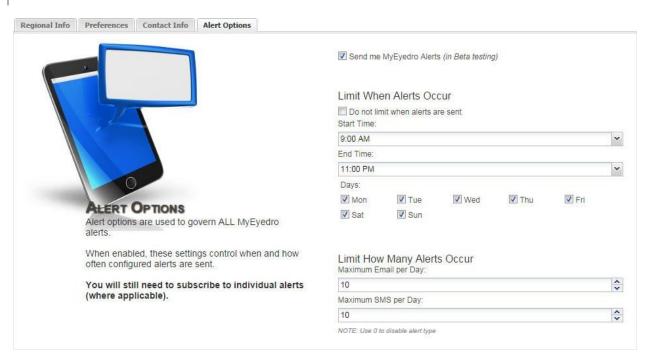
Field	Required	How It's Used
News	No	If checked, you will occasionally be sent email from MyEyedro.com. This option is checked by default.
Weekly Reports	No	If checked, you will automatically receive weekly summary reports for all display groups associated with your user account. This option is checked by default.
Dark Charts	No	If checked, all charts displayed in MyEyedro will use the dark theme. If unchecked, all charts will have a white background (useful if printing screenshots). This option is checked by default.
Show Weather	No	If checked, current weather information will be displayed on the main client page. This option will only be available if a valid zip or postal code has been specified in your regional settings.
Available Plugins	Yes	Selected plugins will be displayed in the plugins menu. By default, all plugins are checked/enabled. Details on available plugins are provided in later sections of this
		Details on available plugins are provided in later sections of this document.

CONTACT INFO TAB



Field	Required	How It's Used
Primary Email	Yes	Primary email is used as your login user name. This may also be used for email alert functionality.
Secondary Email	No	Secondary email is not required but can be defined and used for email alert functionality.
Primary Phone	No	Primary phone is not required but can be defined and used for SMS and phone alert functionality.
Secondary Phone	No	Secondary phone is not required but can be defined and used for SMS and phone alert functionality.

ALERT OPTIONS TAB



Field	Required	How It's Used
Send me Alerts	No	This is the global enable/disable of alerts. If checked, alerts that have been subscribed to will be sent out. NOTE: You will still need to subscribe to the individual alerts you wish to receive.
Limit When Alerts Occur	No	If checked, alerts will be sent out at the time of occurrence. If unselected, alerts will only be sent if they occur between the start and end times for the selected days.
Start Time	Yes*	Used to limit when configured alerts are sent. If configured event occurs outside of the allowed range, the event will be logged but no alert will be sent. Defaults to 12:00AM.
End Time	Yes*	Used to limit when configured alerts are sent. If configured event occurs outside of the allowed range, the event will be logged but no alert will be sent. Defaults to 12:00AM.
Days	Yes*	Used to limit when configured alerts are sent. If configured event occurs outside of the allowed range, the event will be logged but no alert will be sent. Defaults to enable alerts every day.
Maximum Email	Yes	Used to limit the maximum number of email alerts sent in a day.
Maximum SMS	Yes	Used to limit the maximum number of SMS (text message) alerts sent in a day.

NOTE: *Only required if the "Do not limit when alerts are sent" option is unchecked.

SYSTEM CONFIGURATION DIALOG

The System Configuration dialog is used to add, configure, and organize devices and display groups assigned to your user account. It is also used to configure sharing of data between user accounts.



TO OPEN THE SYSTEM CONFIGURATION DIALOG



- 1. From within the MyEyedro client, hover over the **configuration button** (gears in the top right corner) to display the configuration menu.
- 2. Click on the **System** button.

DEVICES VS DISPLAY GROUPS

A Device is a physical or virtual device containing one or more sources of data (i.e. sensors). Devices can be physical devices installed in a building or virtual devices, such as green button data, provided by your utility. See Appendix B of this document for a list of supported devices.

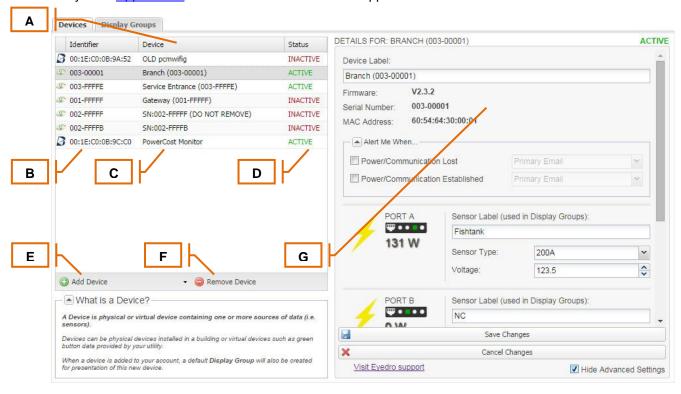
A Display Group is a grouping of device data sources (sensors) for display. Display groups provide flexibility when presenting data collected from various sensors. They allow sensors (of the same type) from multiple devices to be separated or combined for presentation in the MyEyedro.com plugins.

Simply put, **Devices** are used to **collect** data and **Display Groups** are used to **display** the collected data.

DEVICES

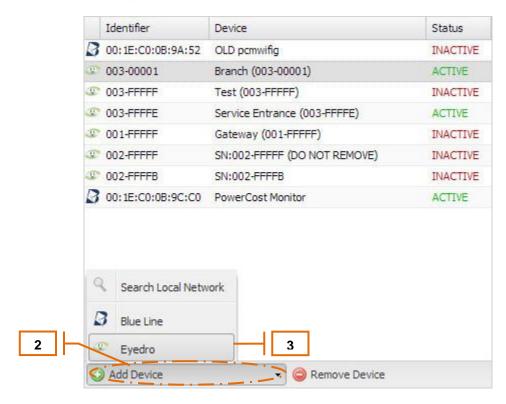
The Devices tab is used to add devices, view device status, edit device configuration, and remove devices associated with your user account.

A Device is a physical or virtual device containing one or more sources of data (i.e. sensors). Devices can be physical devices installed in a building or virtual devices, such as green button data, provided by your utility. See Appendix B of this document for a list of supported devices.



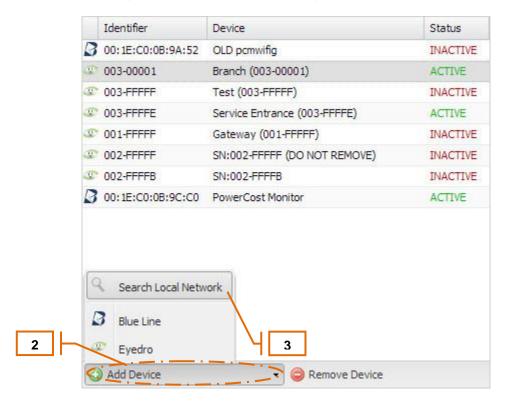
	Function	Description
Α	Device List	The list of Devices associated with your user account.
В	Device Identifier	The unique identifier (typically the serial number or MAC Address) of the device. Helps distinguish between devices in the event that they have the same label.
С	Device Label	A label assigned to the device to help identify it. Useful when there are multiple devices under the user account.
D	Device Status	Indicates Active/Inactive status of the device. Active means that the device is actively communicating with the MyEyedro servers. Inactive means the device hasn't communicated for several minutes. NOTE: it takes approximately 5 minutes for a device to go from an active to inactive status.
Е	Add Device Button	Click this button to add new devices to your user account.
F	Remove Device Button	Click this button to remove existing devices from your user account.
G	Device Details (and Configuration) Area	Displays details and configuration information for the device currently selected in the Device List. Contents of this area are vendor specific and dependent on the type of device selected from the list. More details regarding configuration and information provided by various devices can be found in Appendix B of this document.

ADDING A DEVICE (MANUALLY)



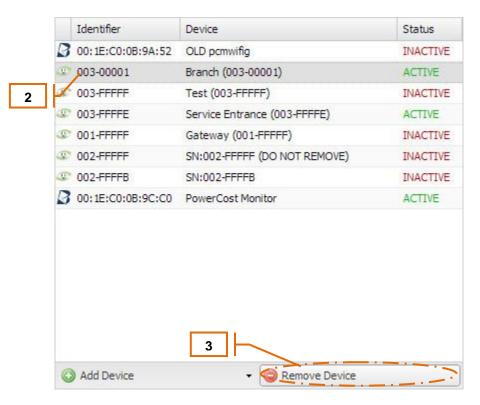
- 1. Open the **Devices** tab of the System Configuration screen.
- 2. Click on the **Add Device** button in the bottom left of the device list panel.
- 3. Choose the device vendor from the Add Device menu.
- 4. Follow the instructions for adding your desired device from Appendix B of this document.
- **NOTE:** Devices must be connected to the internet and actively communicating with the MyEyedro.com servers to add.
- **NOTE**: Devices may only be added to one user account. It will not allow you to add a device that is currently claimed under another user account.
- NOTE: Upon success, the Device List will be refreshed to show the newly added device(s).
- **NOTE**: Upon success, a default Display Group will be created containing all sensors of the added device.

ADDING A DEVICE (SEARCHING NETWORK)



- 1. Open the **Devices** tab of the System Configuration screen.
- 2. Click on the **Add Device** button in the center left of the System Configuration dialog to expand the panel.
- 3. Choose the Search Local Network option from the Add Device menu.
- 4. Follow the onscreen instructions to search your local network and add any found devices to your user account.
- **NOTE:** The search functionality matches the source IP address of the browser session with that of unclaimed devices. It requires that the devices being added and computer currently logged into MyEyedro.com be on the same network.
- NOTE: Upon success, the Device List will be updated to show the newly added device(s).
- **NOTE:** Upon success, a default Display Group will be created containing all sensors of the added device(s).

REMOVING A DEVICE



- 1. Open the **Devices** tab of the System Configuration screen.
- 2. **Select**, from the list, the **Device** to be deleted.
- 3. Click **Remove Device** to permanently delete the data source from the user account.
- 4. Click **Yes** when prompted for removal confirmation
- NOTE: The Device List will be refreshed and the deleted device will be removed from the list.
- NOTE: All Display Groups that reference this device or its sensors will also be updated.
- NOTE: Removal of a device will NOT automatically purge the data for the device and its sensors.

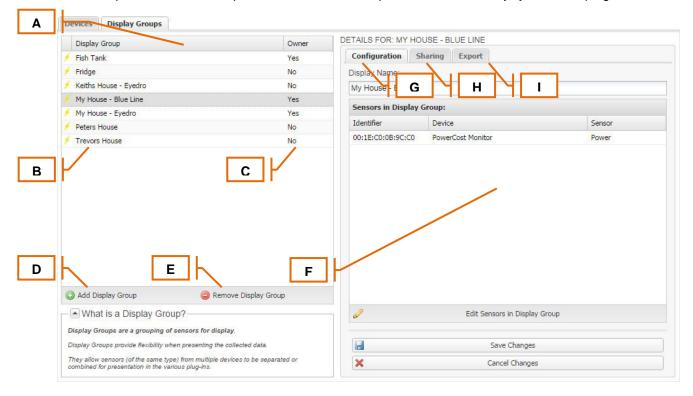
VIEWING DEVICE DETAILS AND CONFIGURATION

The right side of the device configuration tab contains the details and configuration data for the selected device. These device details and configuration are dependent on the device selected for viewing. Vendor specific details can be found in Appendix B of this document.

DISPLAY GROUPS

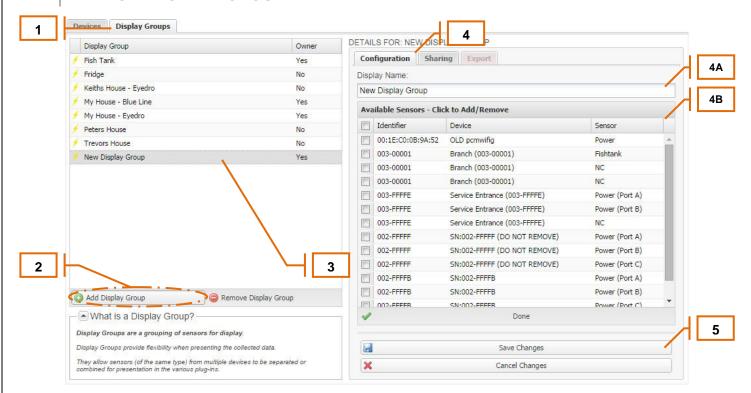
The Display Groups tab is used to add, edit, share and export Display Groups associated with your user account.

A Display Group is a grouping of device data sources (sensors) for display. Display groups provide flexibility when presenting data collected from various sensors. They allow sensors (of the same type) from multiple devices to be separated or combined for presentation in the MyEyedro.com plugins.



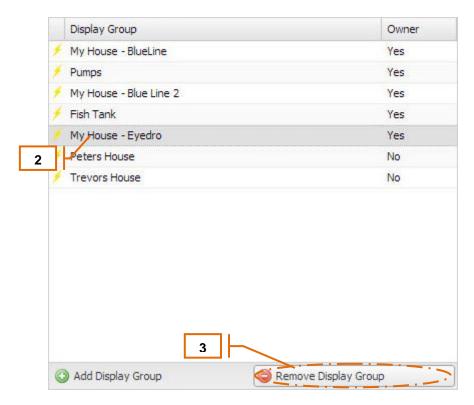
	Function	Description
Α	Display Group List	The list of Display Groups associated with your user account.
В	Display Group Label	A label assigned to the display group to identify it. Useful when there are multiple display groups under the user account.
С	Display Group Owner	Indicates display group ownership. Owner=Yes indicates that the display group has been created by this user account. Owner=No indicates that the display group was shared with this user account. Display Groups that are not owned (Owner=No) have limited functionality.
D	Add Display Group	Click this button to add new display groups to your user account.
Е	Remove Display Group	Click this button to remove existing display groups from your user account.
F	Display Group Details (and Configuration) Area	Displays details and configuration information for the device currently selected in the Device List. Contents of this area are vendor specific and dependent on the type of device selected from the list. More details regarding configuration and information provided by various devices can be found in Appendix B of this document.
G	Configuration Tab	Contains configuration for the Display Group.
Н	Sharing Tab	Contains sharing options for the Display Group.
I	Export Tab	Contains export options for the Display Group.

ADDING A DISPLAY GROUP



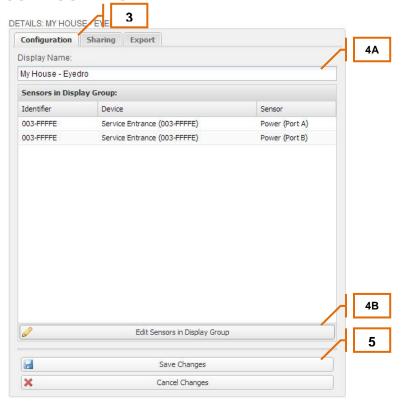
- 1. Open the **Display Groups** tab of the System Configuration screen.
- 2. Click on the **Add Display Group** button in the bottom left of the display group list panel.
- 3. A new display group, called "**New Display Group**" will be added to the list and the configuration tab will be pulled to the front.
- 4. From the **Configuration** tab, define the configuration for the new display group.
 - a. Enter the **Display Name** for the new group.
 - Select the sensors you would like to include in your new alias from the Available Sensors list.
 - NOTE: Sensors are added/removed by checking/unchecking the boxes in the left column.
 - **NOTE:** You can only add sensors from devices that have been claimed under your user account (shown in the Device List from the Devices tab).
- 5. Click on the Save Changes button to add the new display group to the account

REMOVING A DISPLAY GROUP



- 1. Open the **Display Groups** tab of the System Configuration screen.
- 2. **Select**, from the list, the **Display Group** to be removed.
- Click on the Remove Display Group to permanently delete the display group from your user account.
- **NOTE:** Upon successful removal, the Display Group List will be refreshed and the deleted group will be removed from the list.
- NOTE: You can remove both owned and non-owned display groups.
- **NOTE:** Deleting a display group that has been shared with others, via sharing or public URL, will result in others no longer having access to it.

DISPLAY GROUP CONFIGURATION



- 1. Open the **Display Groups** tab of the System Configuration screen.
- 2. Select, from the list, the Display Group to be edited.
- **NOTE**: The Display Group details will be populated in the Display Group Details Area in the right side of the screen.
- 3. Select the Configuration tab in the Display Group Details (and Configuration) Area.
- 4. From the Configuration tab, make the desired edits to the Display Group configuration.
 - a. If desired, edit the **Display Name** for the new group.
 - b. If desired, choose Edit Sensors in Display Group button to open the sensor editor.
- 5. Click on the **Save Changes** button to save changes.

DISPLAY GROUP SHARING

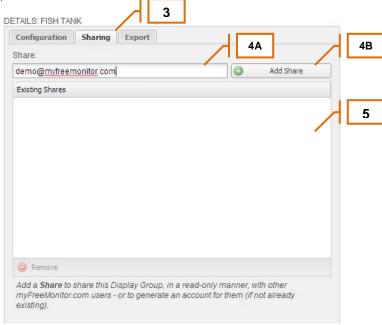
Sharing allows users to share data from their user accounts, in a read-only manner, between each other and with the public. Below are a couple of typical examples of where sharing can be useful:

- Multiple users want to view data for a household (i.e. family members)
- Property managers want to share data with tenants
- Franchise owners want to share data with corporate headquarters
- Users want to set up a friendly competition
- Users want to allow the public to view their data

There are two methods that MyEyedro.com allows data to be shared among users; by Direct Share and by creating a Public URL.

SHARING: DIRECT SHARE METHOD

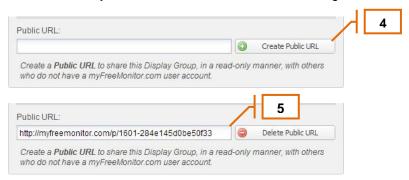
Typically, the direct share method is used when you are sharing data with an existing MyEyedro.com user, want to create a new user account or want to share more than one Display Group with another (existing or non-existing) user account.



- 1. Open the **Display Groups** tab of the System Configuration screen.
- 2. Select, from the list, the Display Group to be shared.
- **NOTE**: The Display Group details will be populated in the Display Group Details Area in the right side of the screen.
- 3. Select the **Sharing** tab in the Display Group Details Area.
- 4. From the Sharing tab, Enter the account name for which this alias is to be shared with
 - a. Enter User Name to share with.
 - b. Click Add Share to share the alias.
- 5. Upon successful completion, the user name will appear in your list of Existing Shares.
- **NOTE: Sharing with a non-existent user account will create one**. A welcome email with temporary password will be sent to the email address entered.
- **NOTE:** All sensors in the display group will be shared with the other user. If there are sensors you do not wish to share it is recommended to exclude these from the display group.
- **NOTE**: Display Groups that have been shared with you will appear in your Display Group List with the **Owner** column set to **NO**.
- NOTE: To remove the Display Group share, select the username from the Existing Shares list and click Remove.

SHARING: PUBLIC URL METHOD

Typically, the Public URL method is used when you desire to create a publicly accessible page for any single Display Group. The generated Public URL can be copied to any web browser address bar and it will automatically log you into a read-only view the data - without the need for login credentials.



- 1. Open the **Display Groups** tab of the System Configuration screen.
- 2. **Select**, from the list, the **Display Group** to be shared.
- **NOTE**: The Display Group details will be populated in the Display Group Details Area in the right side of the screen.
- 3. Select the **Sharing** tab in the Display Group Details Area.
- 4. From the Sharing tab, click on the Create Public URL button.
- 5. Copy the generated link into your browser address bar to **verify it is functional**.
- 6. **Send** this URL to anyone you want to give access to or embed it in an iframe on your website.
- NOTE: To delete the Public URL, click Delete Public URL button.
- **NOTE:** The generated URL is random. No two URLs are the same nor will you be able to recreate one that has been deleted.

DISPLAY GROUP (DATA) EXPORT

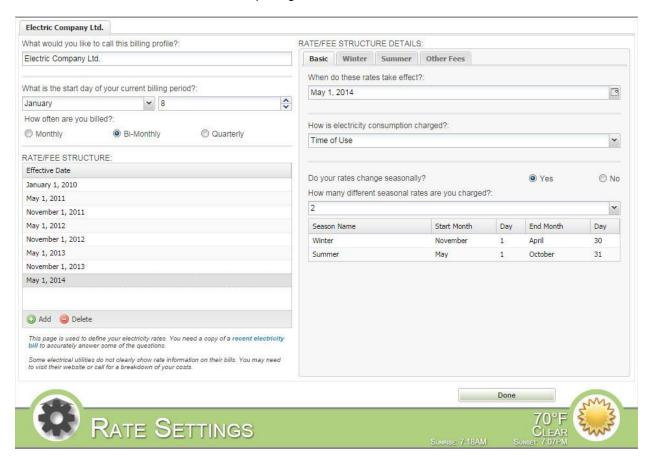
Data from a Display Group can be exported for offline processing in third party applications like Microsoft Excel.



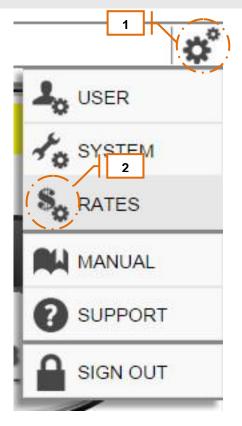
- 1. Open the **Display Groups** tab of the System Configuration screen.
- 2. Select, from the list, the Display Group you wish to export data from.
- **NOTE**: The Display Group details will be populated in the Display Group Details Area in the right side of the screen.
- 3. Select the **Export** tab in the Display Group Details Area.
- 4. From the Export tab, choose your data export options:
 - a. Select the **Export Period** or specify a custom date range.
 - b. Select the exported **Data Type**.
- 5. Choose **Export Data** to initiate the export.
- 6. A file download should begin automatically containing all reading data for the selected display group within the selected export period. Data will be in Comma-Separated Value (.csv) format.
- NOTE: Not all Data Types are available for all devices.
- NOTE: Raw Data Types should be limited to short export periods to avoid very large export file sizes.
- NOTE: When exporting Raw Data Types, it is possible that not all sensors will have the same number of data points or their readings on the same time boundaries. The output format will be dependent on the specific devices.

RATES CONFIGURATION DIALOG

The Rate Configuration page is used to define the rates your electrical utility charges you for your electricity consumption. The rates entered in this page are used throughout the MyEyedro interface to display and predict cost information. If no rates are defined in this configuration, all cost information in the interface will assume a default fixed rate pricing scheme.



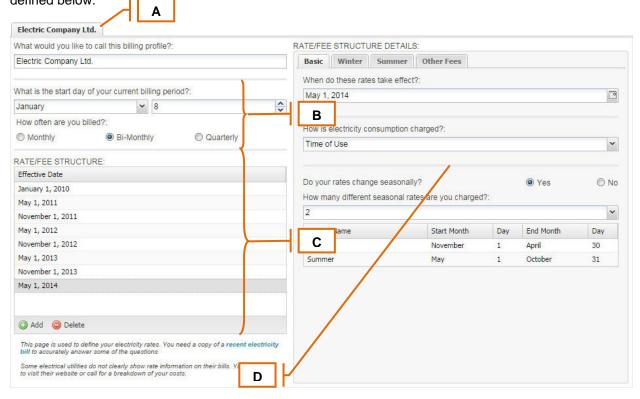
TO OPEN THE RATES CONFIGURATION DIALOG



- 1. From within the MyEyedro client, hover over the **configuration button** (gears in the top right corner) to display the configuration menu.
- 2. Click on the Rates button.

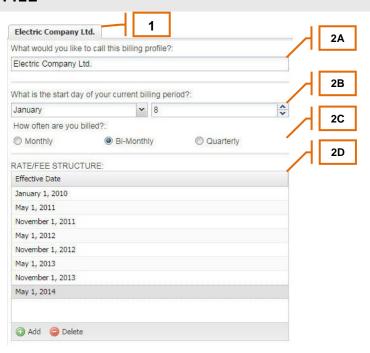
BILL PROFILE

Each user account will have a default Bill Profile created for it. The bill profile provides the rules that MyEyedro.com uses to compute cost information for presentation. The components of the Bill Profile are defined below:



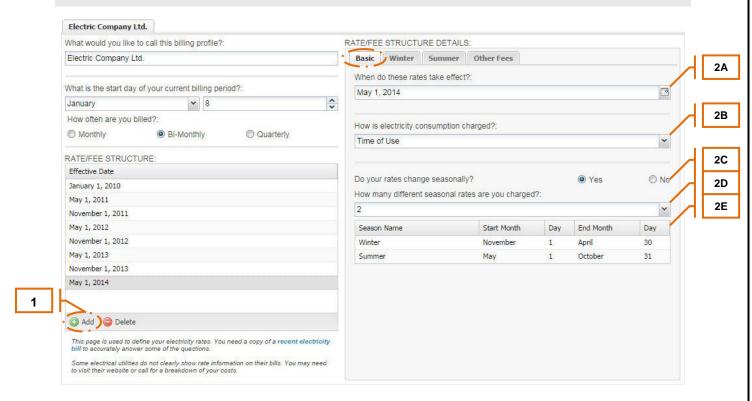
	Function	Description
Α	Bill Profile Tab	Each Bill Profile will be represented by a tab. By default, a single bill profile is created for a user account. In the event that you are monitoring multiple properties under a user account, it may be necessary to define multiple bill profiles (assuming all properties aren't using the same electrical utility).
В	Bill Profile General Parameters	Defines the general parameters for your bill profile.
С	Bill Profile Rate/Fee Structure List	List of Rate/Fee structures for the bill profile. As rates change new rate/fee structures can be added to the profile. A bill profile may have many rate/fee structures associated with it (depending on how often your electric utility changes their rates).
D	Rate/Fee Structure Details	Displays details and allows editing of the rate/fee structure selected from the list.

EDITING A BILL PROFILE



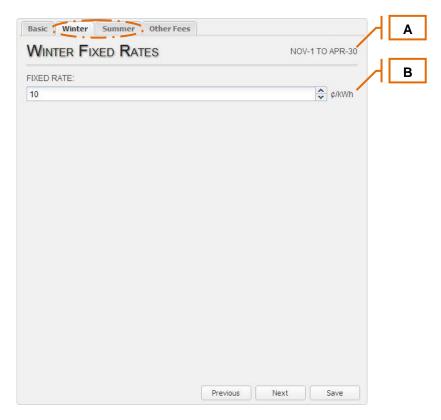
- 1. From the Rates Configuration screen, select the Bill Profile to be edited.
- 2. Specify the general Bill Profile parameters:
 - a. Enter **Profile Name** to uniquely identify this bill profile.
 - NOTE: the name on the Bill Profile tab will change to reflect the new name typed in this field.
 - b. Choose the **Start Day** of your current (or recent) billing period.
 - **NOTE:** It is possible that this date will move around from bill to bill depending on how your utility operates. Choose an average bill period start date (eg. 15th of the month).
 - c. Choose **Billing Period**. Monthly, Bi-monthly, and Quarterly billing periods are supported.
 - d. Add/edit the **Rate/Fee Structure(s)** for the Bill Profile per the instructions in the following sections.

ADDING A NEW RATE/FEE STRUCTURE



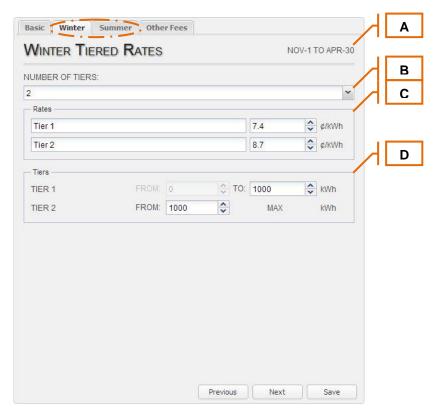
- 1. Click **Add** from the lower left corner of the Rate/Fee Structure List.
- NOTE: A New Rate/Fee Structure will appear in the list and it will automatically be selected for editing.
- NOTE: The Rate/Fee Structure will be copied from the one previously selected.
- 2. Specify the **Basic** parameters:
 - a. Choose Effective Date from the date picker.
 - NOTE: This is the date these fees/rates take effect NOT the start of the billing period.
 - b. Specify Rate Plan. Fixed, Tiered, and Time-of-Use pricing schemes are supported.
 - c. If rates vary based on different **Seasons**, choose Yes.
 - d. If applicable (Seasons is set to Yes), choose the **Number of Seasons**.
 - NOTE: Choosing 1 is equivalent to setting Seasons to No.
 - e. If applicable (Seasons is set to Yes), specify the name, start and end for each season.
 - NOTE: Spring, Summer, Fall and Winter are used by default.
 - **NOTE:** Adjusting the end date of a season will automatically adjust the start date of the previous season (and vice versa). The seasons MUST span the entire year.
- For each Season/Rate Tab (one for each season specified), enter the rate details.
- NOTE: Rates are used to compute cost information between the start and end dates entered.
 See the following sections for details regarding rates for the different pricing schemes; Fixed,
 Tiered and Time-of-Use.

DEFINING FIXED PRICING SCHEME



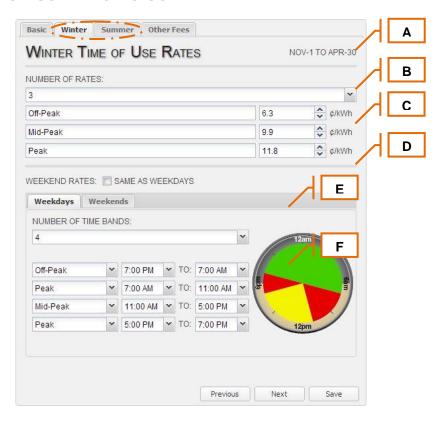
- 1. For each **Season/Rate Tab** (one for each season specified), define the rated for **Fixed Pricing** scheme:
 - a. Confirm name and date span match what was entered in the Basic tab.
 - b. **Fixed Rate** is the value charged for all electricity consumption.
- **NOTE:** Fixed pricing is the most basic pricing scheme. A single rate is charged for all electricity consumed.

DEFINING TIERED PRICING SCHEME



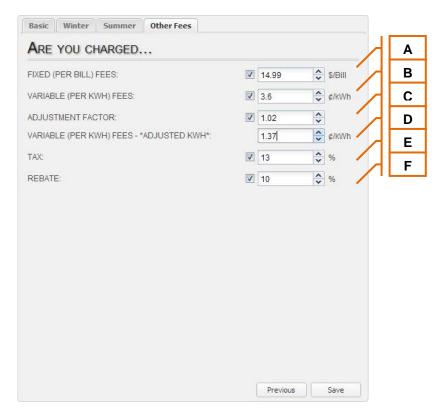
- 1. For each **Season/Rate Tab** (one for each season specified), define the rated for <u>Tiered Pricing</u> scheme:
 - a. Confirm name and date span match what was entered in the Basic tab.
 - b. **Number of Tiers** is used to identify the number of different pricing tiers to configure.
 - NOTE: Values of 2 to 4 are supported.
 - c. Rates define the value charged for electricity consumption for each tier.
 - d. **Tiers** are used to define the starting and ending consumption value for each tier.
 - **NOTE**: As the 'To' value is adjusted, the 'From' value of the next tier will automatically be updated to match.
 - NOTE: As the 'From' value is adjusted, the 'To' value of the previous tier will automatically be updated to match.
 - **NOTE**: There must always be one tier defined that starts at 0 kWh.
 - NOTE: There must always be one tier defined that starts at 'MAX' kWh.

DEFINING TIME-OF-USE PRICING SCHEME



- 1. For each **Season/Rate Tab** (one for each season specified), define the rated for <u>Time-of-Use Pricing</u> scheme:
 - a. Confirm name and date span match what was entered in the Basic tab.
 - b. **Number of Rates** is used to identify the number of different rates to configure. Values of 2 to 4 are supported.
 - c. Rates are used to define the unique rates to be applied to one or more time bands.
 - d. **Weekend Rates** is used to determine if different time-of-use bands need to be specified for weekdays and weekends.
 - **NOTE:** if selected, the weekends tab will not appear and the same time bands will be applied to all days.
 - e. **Number of Time Bands** is used to specify the number of time bands to apply.
 - NOTE: Values of 1 to 4 are supported.
 - f. **Time Bands** are used to specify which rate is to be applied for any given block of time.
 - NOTE: If the 'From' value is adjusted, the 'To' value of the previous band is updated.
 - NOTE: If the 'To' value is adjusted, the 'From' value of the next band is updated.
 - **NOTE:** The 24hour clock to the right of the time band editor will automatically update to indicate any changes in rate or times. This is a visual aid only.
 - NOTE: Rates must be defined to span the full 24hour period (from 12am to 12am).
 - g. Repeat steps **e-f** to define time bands for **Weekends** tab (if applicable).

DEFINING OTHER FEES



- 1. From the Other Fees tab, enter additional fees applied by your electric utility.
 - a. **Fixed Fees** are additional fees applied to your bill regardless of consumption. An example of this would be a monthly administration fee.
 - b. **Variable Fees** are additional fees applied to your bill based on your consumption. Examples are distribution charges or fuel surcharges.
 - c. **Adjustment Factor** is a multiplier that may be applied to your measured/metered consumption to compensate for transmission losses.
 - d. Variable (Adjusted) Fees are additional fees applied to your bill based on adjusted consumption (measured/metered consumption x adjustment factor). These only apply if an adjustment factor is specified.
 - e. **Tax** is the rate of tax applied to your bill by your utility. This varies depending on region and is applied as a percentage of the total.
 - f. **Rebate** can be used to apply credits to your bill. An example of this would be a clean energy benefit of 10%.
- **NOTE:** These 'Other Fees' are added to your consumption charges to make up the total on your electrical bill. The details of these fees are sometimes indicated on the back of your bill. If you are unable to find this information on your bill, it may be available on your electrical utilities website.

EDIT AN EXISTING RATE/FEE STRUCTURE



- 1. Select the rate to be edited from the Rate/Fee Structure List.
- 2. Following the same instructions as Adding a New Rate/Fee Structure *(above)*, modify the parameters in the Rate/Fee Structure Details panel as required.

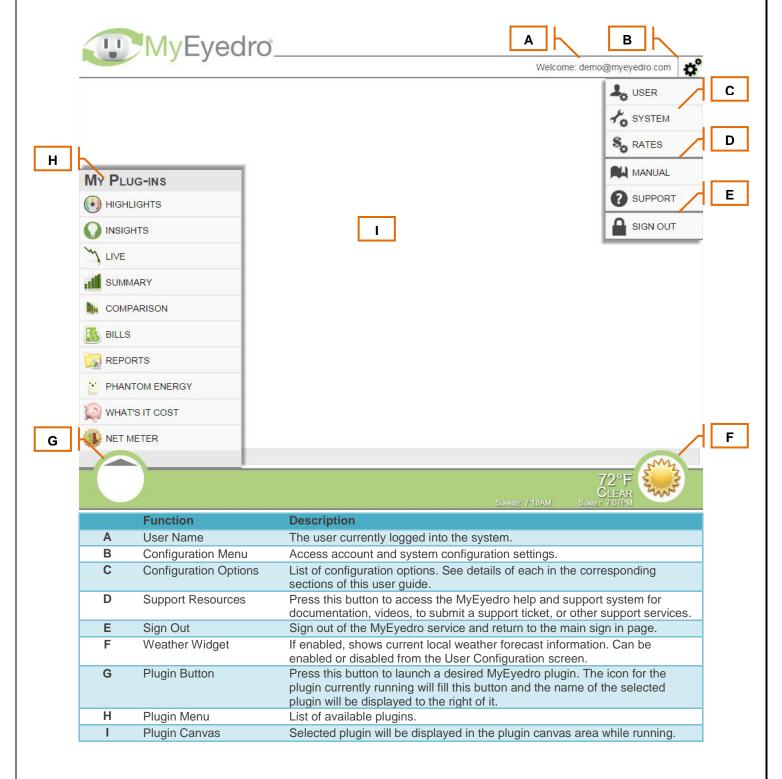
DELETE AN EXISTING RATE PROFILE



- 1. Select the rate/fee structure to be deleted from the Rate/Fee Structure List.
- 2. Click **Delete** to permanently delete the rate structure from the list.

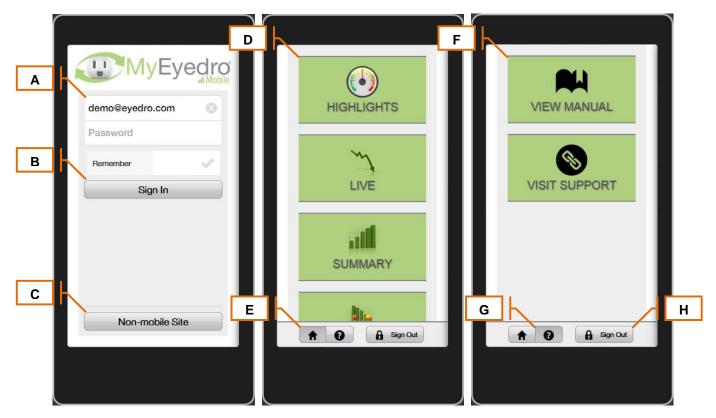
APPENDIX A: PLUGINS

Plugins are used to present data in MyEyedro. Certain plugins will be available or unavailable depending on the types of data sources you have connected to your user account. The diagram below shows the basic navigation of the MyEyedro client software.

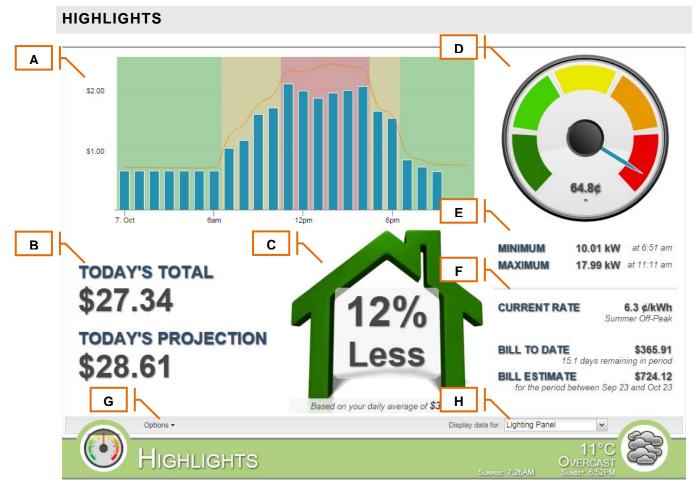


MYEYEDRO MOBILE

The MyEyedro cloud service also provides a mobile friendly version for users who prefer to access their accounts from their smartphones or other mobile devices. When visiting my.eyedro.com from a mobile device, you will be automatically redirected to the mobile client (or optionally access directly via http://my.eyedro.com/mobile/ or by clicking on the link from the non-mobile client sign in page). The images below show the basic navigation of the MyEyedro Mobile client software.



	Function	Description
Α	Account Credentials	Enter your email address and password to sign in to your user account. Optionally you may select the remember option to store your credentials in a cookie for future visits.
В	Sign In	Click the Sign In button, once your account credentials have been entered, to access your account.
С	Non-mobile Redirect	Click the Non-mobile Site button if you prefer to access the non-mobile client on your device.
D	Plugin Menu	Displays the list of all available mobile plugins.
Е	Plugin Button	Depress this button to display the Plugin Menu.
F	Help Menu	Displays the list of all available help options.
G	Help Button	Depress this button to display the Help Menu.
Н	Sign Out	Click the Sign Out button to sign out of your account and return to the Sign In page.



	Function	Description
Α	Hourly Graph	Displays hourly consumption for all sensors in the currently selected display alias.
В	Summary	Today's Total : The total cost/consumption of your electricity for today. Today's Projection : The projected cost/consumption of your electricity for today
С	Comparison	How your data from today compares to your daily average. Average is based on a 6 week running average of the current day of the week.
D	Current Reading	Displays the total electrical consumption (demand) at the current time and the most recent change in value.
Е	Min/Max Demand	Minimum : The minimum demand measured since midnight. Maximum : The maximum demand measured since midnight.
F	Bill to Date	Current Rate: The current price you are being charged per kilowatt hour. Bill To Date: The total charges estimated for the billing period to date. Bill Estimate: The total charges estimated for the entire current billing period.
G	Options	Toggle between cost or consumption, hide the text overlay or change the status image.
Н	Display Group	Display Group to show data for. Only displayed if more than one Display Group exists.

MYEYEDRO MOBILE: HIGHLIGHTS









INSIGHTS Α October (the month of) \$80.00 400 kWh \$60.00 300 kWh Sunday, Oct 5, 2014 Cost: \$29.92 \$40.00 Consumption: 257.841 kWh \$20:00 100 kWh \$0.00 8. Oct 10. Oct 12. Oct 14. Oct 16. Oct 18. Oct 20. Oct 24 Oct 26. Oct 28. Oct 30. Oct В \$1105.92 7932.94 kWh That's enough to charge smart phones G Н ◆ 01-Oct-14 ▼ Phone Charges Month Display data for: Lighting Panel Insights

	Function	Description
Α	Summary Graph	Displays the cost and consumption for the selected period.
В	Total Cost	Summation of the cost for the selected period.
С	Total Consumption	Summation of the consumption for the selected period.
D	Equivalents	Displays the equivalent amount of electricity in various units.
E	Date Selector	Choose the date from which to display electrical consumption data. Changing this value will adjust the right most date of the master graph. By default this will be set to the current date.
F	Scale Selector	Choose the scale of the detailed timeline graph. This option will also adjust the size of the selection window in the master graph area.
G	Equivalent Picker	Choose the equivalent unit to be displayed in region D .
Н	Animation	Choose to play or pause the animation. When animating, will scroll through the equivalent options at a fixed interval.
I	Display Group	Display Group to show data for. Only displayed if more than one Display Group exists.

MYEYEDRO MOBILE: INSI	GHTS		
COMING SOON			



	Function	Description
Α	Detailed Timeline Graph	Shows the real-time (or historical) electrical data for all sensors of a selected display group. Use your mouse to select regions of the graph to zoom in on.
В	Detailed Timeline Graph Legend	Used to toggle series on/off in the detailed timeline graph area. Also, displays current readings and most recent changes for all sensors on the selected alias.
С	Master Timeline Graph	Shows the aggregate electrical data for the past week. Use your mouse to select area to display details for.
D	Date Selector	Choose the date from which to display electrical consumption data. Changing this value will adjust the right most date of the master graph. By default this will be set to the current date.
Е	Scale Selector	Choose the scale of the detailed timeline graph. This option will also adjust the size of the selection window in the master graph area.
F	Options Menu	 Used to change display options for the detailed timeline graph. Options are: Area Graph: to toggle between area and line graphs. Plot Bands: to toggle rate plot bands on/off. Plot bands are only applicable when the current rate profile is time-of-use. Show Aggregate: Displays data for all sensors in the display group aggregated verses individually.
G	Resume Updates Button	If currently viewing historical data, will force selection window to the current time and resume live updates.
Н	Display Group	Display Group to show data for. Only displayed if more than one Display Group exists.

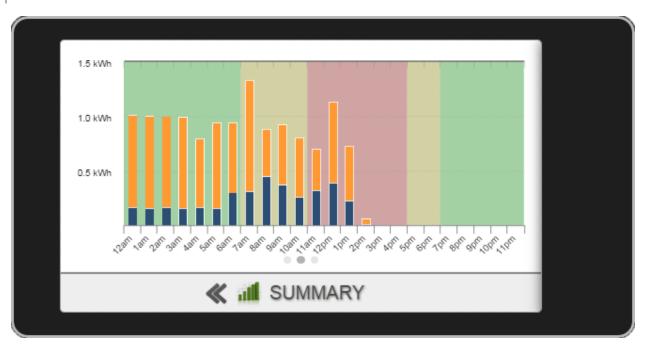
MYEYEDRO MOBILE: LIVE



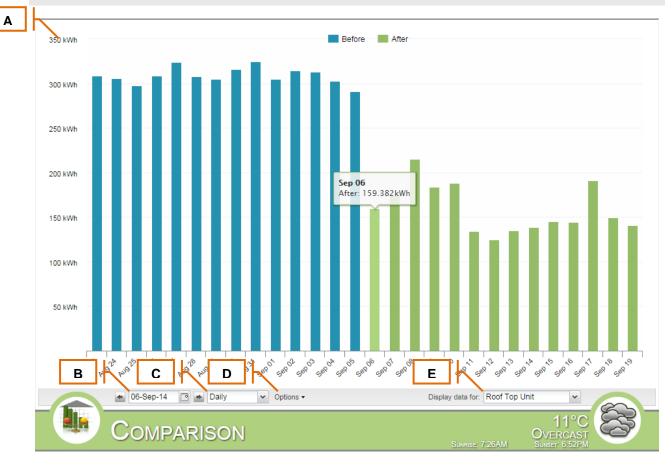


	Function	Description
Α	Summary Graph	Shows hourly, daily, weekly, or monthly historical data for all sensors of a selected display alias.
В	Legend	Used to toggle series on/off in the summary graph area.
С	Date Selector	Choose the date for which to display data. By default this will be set to the current date.
D	Scale Selector	Choose the scale of the historical graph.
E	Options Menu	 Used to change display options for the summary graph. Options are: Cost/Consumption: Toggle display between cost and consumption Stack Columns: Determine if the values for each sensor will be stacked on top of each other or side-by-side. By default, this value is selected. Hourly TOU Bands: Displays time-of-use bands when viewing data in hourly (or less) scale.
F	Display Group	Display Group to show data for. Only displayed if more than one Display Group exists.

MYEYEDRO MOBILE: SUMMARY



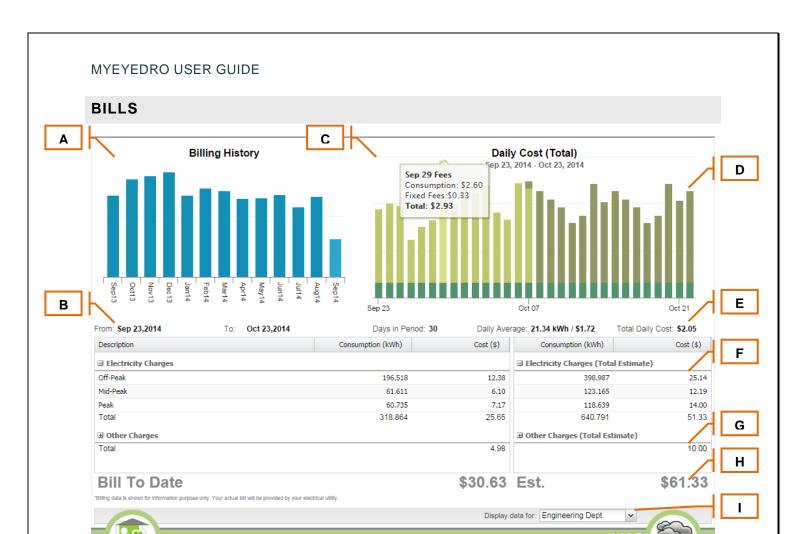
COMPARISON



	Function	Description
Α	Comparison Graph	Similar to the summary graph plugin, this plugin shows before and after comparison of hourly, daily, weekly, or monthly historical data for all sensors of a selected display alias – from a selected point of interest.
В	Date Selector	Choose the date for which to display data. By default this will be set to the current date.
С	Scale Selector	Choose the scale of the historical graph.
D	Options	 Used to change display options for the comparison graph. Options are: Cost/Consumption: Toggle display between cost and consumption Before/After: Allows comparison before and after a key date of interest. Useful when trying to quantify and visualize energy savings projects. Compared To: Allows comparison between two different display groups. Handy when you want to compare consumption between users who have shared their systems with you.
E	Display Group	Display Group to show data for. Only displayed if more than one Display Group exists. Note: when Alias to Alias comparison is selected, you will be presented with two alias pickers to choose for your comparison.

MYEYEDRO MOBILE: COMPARISON



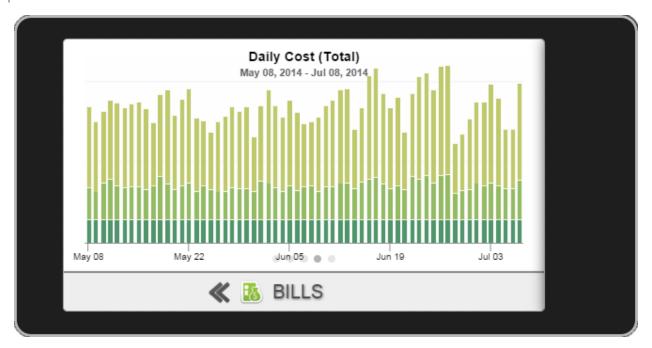


	Function	Description
Α	Billing History	Shows the last several billing periods in a column chart. Click on any of the columns to retrieve the details for that period.
В	Bill Period	Displays the From and To dates that are currently being used to compute the billing period information shown in the controls on the right side of the page.
С	Electricity Cost Graph	Displays total cost information for each day in the billing period. When displaying the current billing period, this graph also shows projected electricity costs.
D	Electricity Cost Details	Hover over any of the columns to retrieve the cost breakdown details for that day. Costs information is based on your defined rates.
E	Bill Period Statistics	Statistics from the billing period.
F	Electricity Charges	Displays electrical consumption totals and costs associated. The costs are calculated based on the period using electricity rates provided in the Rate Configuration dialog. Click on the + button beside the header to expand the Electricity Charges.
G	Other Charges	Displays all other charges incurred for the bill period. The costs are calculated based on the period using the Adjustments provided in the Rate Configuration dialog. Click on the + button beside the header to expand the Other Charges.
Н	Total Charges	Displays the total charges estimated for the billing period.
I	Display Group	Display Group to show data for. Only displayed if more than one Display Group exists.

BILLS

OVERCAST

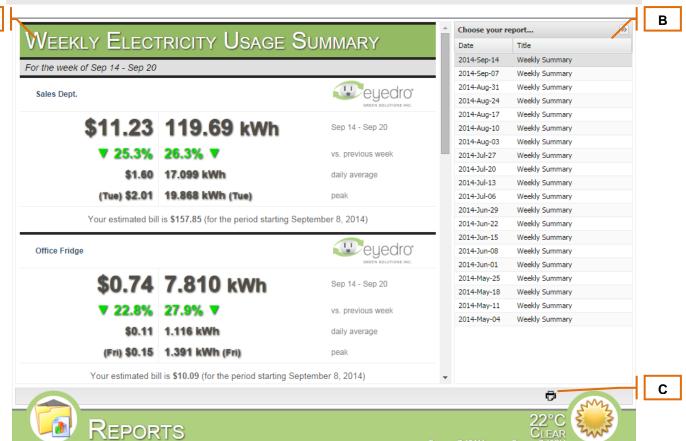
MYEYEDRO MOBILE: BILLS





REPORTS





	Function	Description
Α	Selected Report	Displays the currently selected report.
В	Available Reports	Displays the list of all available reports.
С	Print	Prints the currently selected report

MYEYEDRO MOBILE: REPORTS



PHANTOM ENERGY





PHANTOM ENERGY

Phantom Energy, Phantom Power, Phantom Load, Vampire Power... whatever you want to call it... is the electricity consumed by appliances when they are turned off.

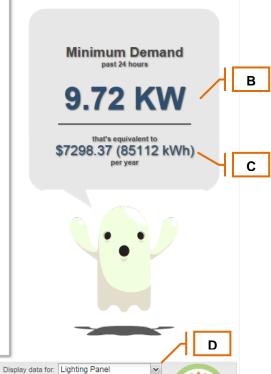
These "Phantoms" can account for 10% of your annual electricity consumption!

HOW DO I IDENTIFY THE "PHANTOMS"?

- · Appliances with remote controls (TV, Video and Audio Equipment)
- · Appliances with continuous digital displays (Clock on Stove, Coffee Maker)
- · Appliances with rechargeable batteries (Cordless Phones, Laptops)
- · Appliances with external power supplies (Cell Phone Chargers, Electronics)

HOW DO I GET RID OF THE "PHANTOMS"?

- · Plug devices into power strips and turn them off
- · Unplug appliances when not in use
- · Use clocks powered by rechargeable batteries
- · When buying new appliances, choose appliances with low standby power





PHANTOM ENERGY

IDIOS: 7:12AM SUNGS



	Function	Description
Α	Phantom Power Tips	Provides useful tips on how to identify and reduce the phantom power load of the building.
В	24 Hour Minimum	The minimum (aggregate) power measurement in the past 24 hours.
С	Minimum Yearly Projection	Projects the 24 hour minimum over the span of an entire year to produce annual consumption and cost. Uses an average hourly rate to project cost.
D	Display Group	Display Group to show data for. Only displayed if more than one Display Group exists.

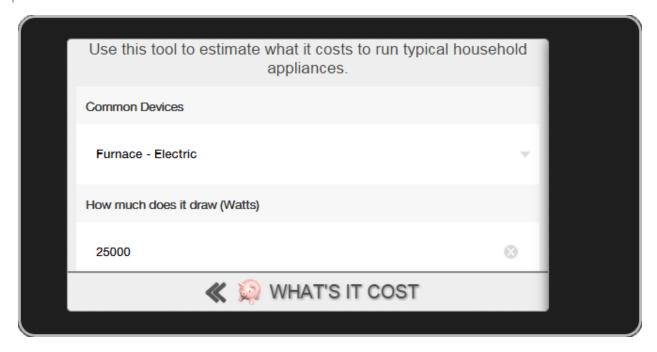
MYEYEDRO MOBILE: PHANTOM ENERGY



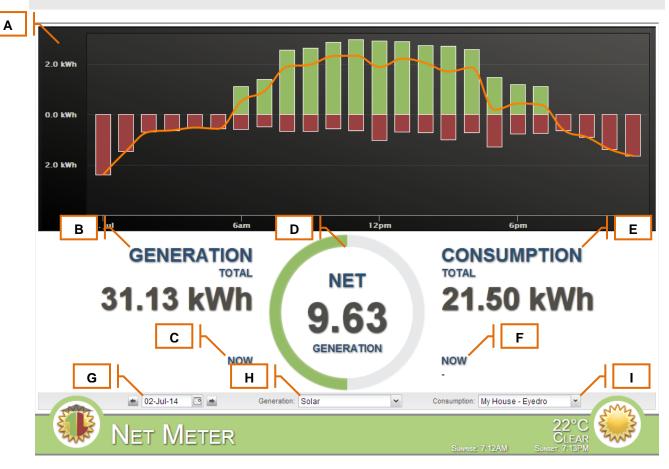
WHAT'S IT COST WHAT'S IT COST? Use this tool to estimate what it costs to run typical household appliances. Common Devices: Miscellaneous: Motor - 1 hp В How much does it draw: С How long is it on: 15 Minutes D How often is it on: per Hour Ε Calculate F \$0.38 (4.5 kWh) per day Weekly: \$2.69 (31.3 kWh) per week Monthly: \$11.51 (134.3 kWh) per month Yearly: \$140.09 (1633.7 kWh) per year *Based on your average hourly rate of 8.57 ¢/kWh WHAT'S IT COST

	Function	Description
Α	Common Devices	A list of common devices found in buildings and homes. Selecting a device from this list will populate the consumption field.
В	Consumption	Typical consumption for a device selected from the list. Can be manually set and adjusted if your particular device consumption is different.
С	Duration	How long the device is on (typical).
D	Cycle	The number of times the device is on in a given time period (typical).
Е	Calculate	Run the calculation based on the information entered into the various parameters.
F	Results	Calculated results for various time spans.

MYEYEDRO MOBILE: WHAT'S IT COST



NET METER



	Function	Description
Α	Net Graph	Chart displaying the generation (green), consumption (red) and net (orange).
В	Total Generation	Hourly summation of the generation over the selected date
С	Current Generation	Current instantaneous generation reading.
D	Net	Difference between generation and consumption.
Е	Total Consumption	Hourly summation of the consumption over the selected date
F	Current Consumption	Current instantaneous consumption reading.
G	Date Selector	Choose the date for which to display data. By default this will be set to the current date.
Н	Generation Display Group	Display Group to use for the generation series. Only displayed if more than one Display Group exists.
I	Consumption Display Group	Display Group to use for the consumption series. Only displayed if more than one Display Group exists.

MYEYEDRO MOBILE: NET METER

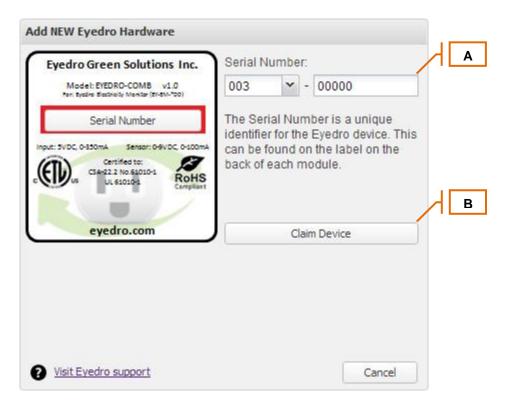




APPENDIX B: SUPPORTED DEVICES

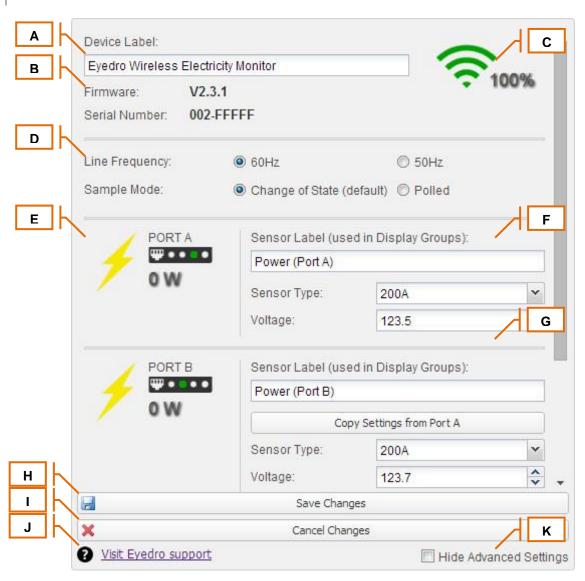
EYEDRO - ELECTRICITY MONITOR (E*EM1)

ADDING AN EYEDRO ELECTRICITY MONITOR



- 1. Following the <u>Adding a Device</u> instructions from this document, click on the **Add Device** button and choose Eyedro from the list.
- 2. Add your new hardware to your user account:
 - a. Enter the **Serial Number** from the back of the Eyedro Module.
 - **NOTE**: For wireless installations, only the serial number of the Sensor Module is required for this step.
 - b. Click Claim Device.
 - NOTE: On successful completion the Add New Hardware dialog will be closed and your new hardware will appear in your Devices list.
 - **NOTE**: A Display Group will be automatically created from the newly added hardware. This group will consist of all sensors in the new device.

DEVICE DETAILS



	Function	Description
Α	Device Label	The label that is displayed for the device. By default, this value is set to "Eyedro {Wireless} Electricity Monitor" but can be changed for easier identification.
В	Device Attributes	Firmware: Displays the current firmware version of the selected device.
		Serial Number: Displays the serial number of the selected device.
		MAC Address: Displays the MAC Address of the device. The MAC Address is only shown for devices with an Ethernet port on it.
С	Wireless Status	The most recent wireless signal quality measurement reported from the module. NOTE: This section will only be displayed for wireless devices. NOTE: This value is signal quality NOT signal strength. If there is no wireless communication between devices, this value will read 0 regardless of signal strength.

D	Device Parameters (Advanced)	Line Frequency: Do not modify this parameter unless you are in a country/region that has a 50Hz line frequency. <i>For North American installations this value should be set to 60Hz.</i>
		Sample Mode: Changes the method used to sample data. Change of State (COS) only sends data when it detects a change in value. Polled mode sends readings at a fixed interval. The default sample mode is COS and should not be modified unless instructed to do so. If set incorrectly, this setting can have a significant impact on system bandwidth and responsiveness.
		Poll Rate: When Sample Mode is set to Polled, this specifies the polling rate used for all sensors. Valid settings are between 10 and 900 seconds. Default is 30 seconds.
		NOTE: These settings will only be displayed if the Hide Advanced Settings option is unchecked .
E	Sensor Status	Displays the most recent measurement for the sensor port.
		NOTE: These sections will only be displayed for devices with sensors.
F	Sensor Parameters	Sensor Label: The label that is used to uniquely identify the sensor. This label will be visible in all Display Groups that you create. By default, this value is set to "Power (Port A B C)" but can be changed for easier identification.
		Copy Settings From Port A B: Use this button to quickly copy settings from the previous sensor port. All settings except the Sensor Label are copied.
		Sensor Type: Choose the correct sensor type from the drop-down list. This value will impact the readings from the hardware if chosen incorrectly.
		Voltage: This value should be set to your average line voltage. It can be measured with a multimeter at the time of installation, following the instructions in the Product Manual, or set to the typical value for your country/region. For typical North American residential installations this value should be approximately120V. For 3-phase commercial applications, visit the support page to view FAQs for correct voltage settings.
		NOTE: These sections will only be displayed for devices with sensors.
G	Sensor Parameters (Advanced)	Configuration: Choose between '3-Phase Delta' and 'Other'. If the service or load being monitored is a 3-Phase Delta configuration, choose this option. For all other applications (3-Phase Wye or Single Phase), choose the 'Other' option. 'Other' is selected by default.
		Power Factor: Allows you to specify the power factor that is applied when computing power (from the constant voltage and measured current). Must be a value between 0 and 1 with 0.9 being a typical setting for an average residential application.
		Multiplier: Used to provide an additional multiplier on the computed power. For example if a sensor is clamped on a single conductor of a parallel feed. This value is set to 1 by default.
		NOTE: These settings will only be displayed for devices with sensors and if the Hide Advanced Settings option is unchecked.
		NOTE: Do not modify these values unless you understand their purpose as they will have a direct effect on all measurements reported from that point forward.

Н	Save Changes	Click this button to apply any changes made.
		NOTE: Some changes will require commands be sent to the device – make sure the device is active before applying changes.
I	Cancel Changes	Click this button to cancel any changes made. It will reload all the parameters with the last saved values and refresh the display.
J	Support Link	Click this link to visit the Eyedro.com support site (http://eyedro.com/support).
K	Hide Advanced	Show/hide the advanced settings.
	Settings	NOTE: By default this option is checked so only the most commonly adjusted parameters are displayed.

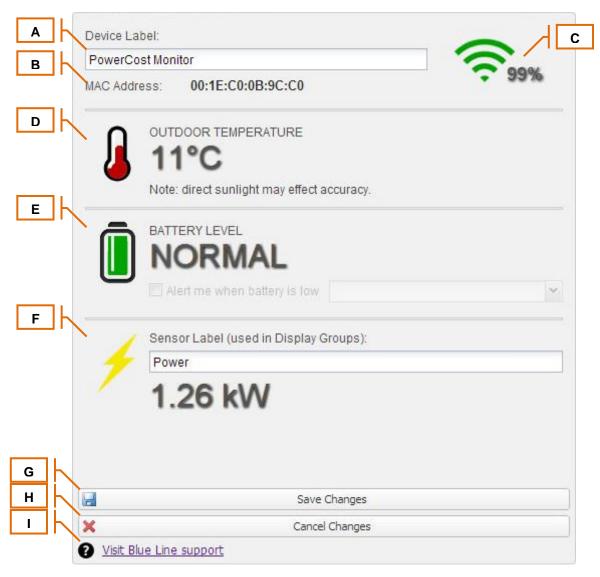
BLUE LINE - POWERCOST MONITOR

ADDING A POWERCOST MONITOR



- 1. Following the <u>Adding a Device</u> instructions from this document, click on the **Add Device** button and choose Eyedro from the list.
- 2. Add your new hardware to your user account:
 - a. Enter the MAC Address from the back of the PowerCost Monitor WiFi Gateway.
 - **NOTE**: For wireless installations, only the serial number of the Sensor Module is required for this step.
 - b. Click Claim Device.
 - NOTE: On successful completion the Add New Hardware dialog will be closed and your new hardware will appear in your Devices list.
 - **NOTE**: A Display Group will be automatically created from the newly added hardware. This group will consist of all sensors in the new device.

DEVICE DETAILS



	Function	Description
Α	Device Label	The label that is displayed for the device. By default, this value is set to "PowerCost Monitor" but can be changed for easier identification.
В	Device Attributes	MAC Address: Displays the MAC Address of the device.
С	Wireless Status	The most recent wireless signal quality measurement reported by the device.
D	Outdoor Temperature	The temperature measured at the sensor location (at the electricity meter). NOTE: if your sensor is exposed to direct sunlight it will read higher than normal while the sun is shining directly on the sensor unit.
E	Battery Level	Displays the current battery level reported by the sensor unit. NOTE: If the battery condition is reported as "LOW", the batteries in the sensor device should be changed as soon as possible to avoid loosing data.

F	Sensor Parameters	Sensor Label: The label that is used to uniquely identify the sensor. This label will be visible in all Display Groups that you create. By default, this value is set to "Power" but can be changed for easier identification. Power Reading: This value displays the last power measurement received from the sensor unit.
G	Save Changes	Click this button to apply any changes made.
Н	Cancel Changes	Click this button to cancel any changes made. It will reload all the parameters with the last saved values and refresh the display.
1	Support Link	Click this link to visit the Blue Line support site (http://www.bluelineinnovations.com/support-troubleshooting).